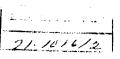
SECRET



19 March 1971

Contraction of the second	
71-099	1

MEMORANDUM FOR: Deputy Director for Intelligence

Deputy Director for Plans

Deputy Director for Science and Technology

Deputy Director for Support

Deputy to the DCI for National Intelligence

Programs Evaluation

Director of National Estimates

General Counsel
Inspector General
Legislative Counsel

SUBJECT

: . Response to Requests for Agency Officials as Guest Speakers

25X1

- l. It recently came to my attention that some Agency speakers are being provided without preliminary and careful compliance with the provisions of ______ This Regulation requires that all requests for Agency speakers be forwarded to the Director of Training, who is responsible for coordinating the response with the appropriate Deputy Directors or Heads of Independent Offices and, in certain instances, with the Executive Director-Comptroller.
- 2. I ask each of you to assist the Director of Training in discharging his responsibilities by personally satisfying yourself that the speaker to be provided is well qualified to deal with the subject matter and has the capacity to represent the Agency favorably. If a qualified speaker is unavailable, we should not he sitate to decline the invitation. I suggest you require supervisors to read and hope you will take any additional steps you deem appropriate to ensure you are complying with its provisions.

25X1

L. K. White

Executive Director-Comptroller

25X1

cc: Asst to DCI

DTR D/S D/PPB

CROUP 1

Approved For Release 2006/10/10 CDRING P84-00 MR 4300100011-4